

533 Paradise Crescent
Waterloo, ON N2T 2N7
Phone: (519) 897-XXXX

August 5, 2018

St. Jacobs Dental Care
Dr. Anupam Seoni, DDS
10 Parkside Drive
St. Jacobs, ON N0B 2N0

Subject: Request for Letter of Reference

Dear Dr. Seoni:

I am writing to request a letter of reference. I am currently seeking a position in a periodontal dental practice to broaden the scope of my clinical skills.

As you know, I have been practicing dental hygiene for the past three years in a general family practice in the Waterloo region. As a primary oral healthcare provider, delivering outstanding care to my clients is my passion. I am at a point in my professional career where I am seeking more challenges. Periodontics seems to be a perfect fit for me since I thoroughly enjoy dental scaling and root planning.

Our professional working relationship provides the insights for writing a powerful reference letter with your perspectives. It will be most helpful to have your letter completed by August 10, 2018 so that I may submit it with my application package to the periodontal office.

Thank you for considering my request. I appreciate your valuable time. For any questions or comments, please contact me by phone at 519-897-XXXX. You may also email me at Barbara.dobes@alumni.ubc.ca

Sincerely,

B Dobes

Barbara Dobes, RDH
Encl. Application Package